



DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220

May 14, 2013

RE: 2013-05-110

Mr. Michael Morisy
MuckRock News
Dept. MR 5062
P.O. Box 55819
Boston, MA 02205-5819

Dear Mr. Morisy:

This concerns your Freedom of Information Act (FOIA) request of April 27, 2013, which was received in this office. You requested records the testing of currency for traces of cocaine and other illegal substances.

The mission of the U.S. Department of the Treasury is to "Serve the American people and strengthen national security by managing the U.S. Government's finances effectively, promoting economic growth and stability, and ensuring the safety, soundness, and security of the U.S. and international financial systems".

The mission of the Bureau of Engraving and Printing (BEP) is to develop and produce United States currency notes, trusted worldwide. As its primary function, the BEP prints billions of dollars - referred to as Federal Reserve Notes - each year for delivery to the Federal Reserve System. The Federal Reserve operates as the nation's central bank and serves to ensure that adequate amounts of currency and coin are in circulation.

The Department of the Treasury does not maintain the records you have requested.

If you would like to submit a valid FOIA request to this office in the future, please refer to the "Short Guide to Treasury Records" and submit your request to:

FOIA/PA Request
Disclosure Services
Department of the Treasury
Washington, DC 20220

If we do not hear from you within 30 days from the date of this letter, we will conclude you are not interested in pursuing your request for records and your file will be closed.

Sincerely,

Hugh Gilmore
Director, Disclosure Services

Enclosure

Short Guide for Treasury Records

Your request for Treasury Department records has to meet the following criteria before Treasury can take action:

Freedom of Information Act (FOIA) Request

- ✓ It must be in writing and signed by the person making the request (unless submitted online via www.onlinefoia.treasury.gov)
- ✓ It must state that the request is being made pursuant to the FOIA;
- ✓ It must reasonably describe the records being requested;
- ✓ It must state the category of the requester for fee purposes (i.e., commercial, media, educational, all other);
- ✓ It must contain an agreement to pay fees (minimum of \$25.00) that might be incurred; or request that such fees be waived or reduced and a justification for such the request;
- ✓ It must state whether a copy of the records is desired, or inspection of records only;
- ✓ It must be addressed to the Treasury bureau that maintains the requested records.

Privacy Act (PA) Request

- ✓ It must be made in writing and signed by the person making the request, who must be the individual about whom the record is maintained;
- ✓ It must state that it is made pursuant to the Privacy Act, 5 U.S.C. 552a, and be marked "Privacy Act Request" on the request and on the envelope;
- ✓ It must state the name of the system of records to which access is sought (see "Privacy Act Issuances"); A listing of the more recent Privacy Act documents appearing in the Federal Register can be found below under "Reports".
- ✓ It must provide enough information (i.e., the nature of the record sought, the date of the record or the period in which the record was compiled) to enable us to locate the record with a reasonable amount of effort;
- ✓ It must state that you are a citizen of the United States or an alien lawfully admitted for permanent residence in the United States;
- ✓ It must provide verification of your identity (see below);
- ✓ It must be sent to the address indicated for the requested system of records, as specified in "Privacy Act Issuances";
- ✓ It must state whether you wish to inspect the records or desire to have a copy made;
- ✓ It must provide an agreement to pay the fees (minimum of \$25.00) that might be incurred; and if necessary, provide written consent for release of the information to your authorized representative.

Authorization

Individuals may not get information about someone else under the Privacy Act. If you want the Department to release information about you to someone else, such as your attorney or other authorized representative, you will need to provide written consent for the release of the information. The written authorization must contain:

- ✓ A description of the record which may be disclosed;
- ✓ The name of the person, firm, or agency to which the record will be disclosed;
- ✓ A statement that the Department is authorized to disclose the record;
- ✓ Your signature and the date; and verification of your identity.

Verification of Identity

You must verify your identity before action will be taken on any request. This can be done by providing a copy of a driver's license bearing your signature; or by providing a signed and dated statement that you understand the penalties provided in 5 U.S.C. 552a(i)(3) for requesting access to records under false pretenses, and the statement is subscribed by you as true and correct under penalty of perjury pursuant to 28 U.S.C. 1746.

Fees

Fees may be charged only for the cost of duplication, without regard to whether the request was processed under the Privacy Act, the Freedom of Information Act, or both. The first 100 pages will be provided without charge.

